

**Williamstown Township  
Board of Trustees Meeting Minutes  
October 12, 2016**

**Call to Order**

The Williamstown Township Board of Trustees convened at 7:03 p.m. at the Williamstown Township Hall located at 4990 Zimmer Rd., Williamston, Michigan. Supervisor Bloomquist called the meeting to order and reviewed the Agenda. Supervisor Bloomquist led the Pledge of Allegiance.

**Roll Call**

**Present:** Supervisor Bloomquist, Trustee Eyster, Trustee Hayes, Trustee Imhoff, Treasurer Cutshaw, Trustee Williams, Clerk Steinberg

**Also present:** Jeff Bartrem, 3813 Berkley Road; Annette Davis, 4200 Williamston Road; Gerald Eidt, 4115 Vanetter Road; Shannon Rodrigues, Layton and Richardson, PC; Chief Hall, Meridian Township Police; Mike Harris, Mid-Michigan Ponds; and Jun Yu, Amy Rodriguez, and Robert LaBelle of Verizon Wireless.

**Absent:** None

**Public Comment**

Jeff Bartrem, 3813 Berkley Road, expressed opposition to the proposed Verizon tower. Submitted petition of area residents opposed to the tower.

Public comment closed at 7:08 p.m.

**Audit Report**

Shannon Rodrigues, Layton and Richardson, PC, presented summary findings from the audit report for the year ending March 31, 2016 (report dated September 15, 2016). The report shows the Township to be on solid financial ground.

**Consent Agenda**

**Trustee Eyster moved the consent agenda:**

**Minutes of 09-14-16 Board meeting  
Reports: Accounts Payable Paid  
Accounts Payable –Approval  
Revenue/Expenditure  
Building Inspector’s Report**

**Police Report  
Treasurer's Report**

**Seconded by Trustee Williams**

Discussion: Payroll account will be corrected for the November 15 Board meeting.

**Motion approved.**

**Quarterly Police Report**

Chief Hall presented the report, which included notice of a Halloween open house on October 29 from 10:00a.m. to 1:00p.m., that all officers are being equipped with body-worn cameras, and that the Department has made headway in increasing diversity among its officers.

**Whitcraft Pond –Site Plan Approval**

**Trustee Eyster moved the Board approved the revised site plan as submitted on October 6, 2016 for the Whitcraft pond located on Epley Road parcel #33-03-03-11-400-017.**

**Seconded by Trustee Steinberg**

Discussion: Mike Harris of Mid-Michigan Ponds described revisions incorporated into the revised site plan.

**Motion approved.**

**Telecad Wireless/Verizon Wireless**

**Trustee Williams moved the Board table action on the special use permit and site plan application to the November 15, 2016 meeting to allow the Board sufficient time to review the Planning Commission's recommendation and additional materials supplied by the applicant.**

**Seconded by Trustee Eyster**

Discussion: Annette Davis, Township Planning Commission, outlined reasons for the Planning Commission's recommendation to deny the application. Representatives from Verizon (Jun Yu, Amy Rodriguez, and Robert LaBelle) presented legal and technical reasons for approving the application.

**Motion approved.**

**Subdivision Ordinance Revisions**

**Trustee Hayes moved the Board approve the recommended revisions to the Subdivision Ordinance. The revisions reflect the desire of the community to protect environmentally sensitive areas and to protect the health and well-being of the residents as outlined in the Township Master Plan.**

**Seconded by Trustee Williams**

Discussion:

**Motion approved**

**Sign Ordinance Revisions**

Trustee Hayes moved the Board table action on the revisions to the Township Zoning Ordinance regarding signage to the November 15, 2016 Board meeting.

**Seconded by Clerk Steinberg**

Discussion: None

**Motion approved**

**General Funds Accounts Payable**

Trustee Eyster moved to approve the General Fund Account Payable checks to approve 21655 through 21667 for a total of \$3,042.89.

**Seconded by Trustee Williams.**

Discussion: none

**Motion approved.**

**FOIA Appeal**

Trustee Hayes moved the Board deny Tom Fredericks' September 19, 2016 appeal of the Township's fees charged for responding to his August 22, 2016 FOIA request. Fees charged were stated in the Township's September 8, 2016 response to the FOIA request. Consultation with the Township attorney and among the officers may result in a recommendation for a different response to Mr. Fredericks' appeal, in which case the Supervisor would call for a special Board meeting for additional action.

**Seconded by Trustee Williams**

Discussion: Merits of the appeal were discussed.

**Motion approved**

**Budget**

Supervisor Bloomquist invited input from Board members on the 2017/18 budget. Road funding will need to be addressed. The Township office building may need roof repair or replacement. Propose reducing capital outlay per department to \$1000.00.

**Police Assessment Modification**

**Trustee Williams moved the Board approve lowering the police assessment to \$100.00 per residential unit and \$175.00 per commercial/industrial unit, with the revised assessment roll and resolution to be presented at the November 15 Board meeting.**

**Seconded by Trustee Hayes**

**Motion approved**

**Kiwanis Restricted Funds**

**Trustee Williams moved the Board accept the donation of \$275.00 from the Williamston Kiwanis Club to be applied to the purchase of a picnic table for the Township Community Park.**

**Seconded by Clerk Steinberg**

**Motion approved**

**Park Expenditure**

**Trustee Hayes moved the Board approve the expenditure of \$3250.00 to Contractors Landscape and Development Services, LLC to continue needed maintenance of the soccer fields at the Township Community Park.**

**Seconded by Trustee Williams**

**Motion approved**

**Reports**

Historical/Park: The History Tour seemed to be well received.

Recycling: Two cost estimates have been received, further information will be obtained for a permanent recycling center on Township property.

**Public Comment:**

None.

Public Comment Closed at 10:25p.m.

**Adjournment**

**Trustee Hayes moved the Board adjourn.**

**Seconded by Trustee Williams**

**Supervisor adjourned the meeting at 10:25p.m..**

**Minutes approved by:**

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**Wanda Bloomquist, Township Supervisor      Date**

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**Mark Steinberg, Township Clerk      Date**